

**Village of Indian Head Park
201 Acacia Drive
Indian Head Park, IL 60525
MINUTES
VILLAGE OF INDIAN HEAD PARK
PLANNING AND ZONING COMMISSION
WORKSHOP/REGULAR MEETING**

“Pursuant to 5 ILCS 120/2.06 (3) minutes of public meetings shall include, but need not be limited to: a general description of all matters proposed, discussed, or decided, and a record of votes taken.”

Tuesday, May 6, 2014

7:30 P.M.

CALL TO ORDER – CHAIRMAN DENNIS SCHERMERHORN

The Planning and Zoning Commission meeting was held on Tuesday, May 6, 2014, at the Municipal Facility, 201 Acacia Drive. The purpose of the workshop meeting is to discuss proposed plans for the construction of a new single family home on the vacant lot at 6449 Blackhawk Drive. Following the workshop, the Commission reviewed proposed updates to Title 17, Zoning. The meeting was convened at 7:30 p.m. by Chairman Dennis Schermerhorn.

ROLL CALL: PRESENT (AND CONSTITUTING A QUORUM):

Chairman Dennis Schermerhorn
Commissioner Diane Andrews
Commissioner Noreen Costelloe
Commissioner Timothy Kyzivat
Commissioner Earl O'Malley
Commissioner Robert Tantillo
Commissioner Jack Yelnick

ALSO PRESENT:

Amy Wittenberg, Zoning Trustee

PLEDGE OF ALLEGIANCE TO THE FLAG

Chairman Dennis Schermerhorn and the Planning and Zoning Commission members recited the Pledge of Allegiance to the Flag as follows: ***"I Pledge Allegiance to the Flag of the United States of America and to the republic for which it stands, one nation under God indivisible with liberty and justice for all"***.

ZONING AGENDA ITEMS: (discussion and a possible vote may take place)

1. Workshop Meeting Regarding Proposed Plans for 6449 Blackhawk Trail.

Chairman Schermerhorn mentioned in 2007 there was a previous plan to construct a new single family home on the lot at 6449 Blackhawk Trail, there used to be a single family brick ranch home at one time on the lot, the home was demolished and there is current interest in acquiring the lot for a new home to be constructed. The lot has some challenges for building purposes as defined in the Village's zoning ordinance and Mr. & Mrs. Mike Meyer are present to discuss the plan prior to making a commitment to purchase the property and incur additional expenses for architectural drawings.

Linn and Mike Meyer, of Western Springs, stated they have a contract on the vacant lot at 6449 Blackhawk Trail and they are interested in discussing the proposed plan for a new single family residence and to seek input from the Commission informally prior to closing on the property and submitting a petition for a zoning variance. Mike Meyer stated feedback from the Commission is important to provide suggestions as to what would be acceptable and there is no set firm plan other than a sketch.

The Commission Members discussed the lot dimensions, the building footprint and the proposed plans for a single family home with a basement and screened porch. The Meyer's stated they would only need a front yard variance based on the proposed plan, a neighboring home appears to have a front yard setback of possibly twenty-five feet (25') and it close to the street so moving the building footprint forward would be in line with that home. Commission Andrews stated some of the lot may not be buildable and there may be some drainage issues to be considered.

Mike Meyer stated he would prefer more back yard space than front yard and the building footprint was moved forward by ten-feet (10') from the front setback, to preserve some trees on the property, a circular drive is proposed, new trees would be replanted if other trees need to be removed, a portion of the lot is low so there should not be much run-off in that area and a ranch style home is proposed. Linn Meyer stated she became aware of the previous interest and history in building on the lot in 2007 through information obtained from the Village from previous zoning meetings and that was reviewed before expressing interest in buying the property from the current owner.

The Commission discussed that possibly some lots in the area may have twenty-five foot (25') recorded front yard building lines instead of forty-feet (40') depending on what is shown on their Certified Plat of Survey. Commissioner O'Malley stated some areas of the Village used to be a golf course and the Village's Public Works Building used to be on Blackhawk Trail, that was demolished and a new home was built on the lot. Mike Meyer asked if formal architectural drawings and a variance is granted for a front yard setback can that be done before the closing. Chairman Schermerhorn stated full architectural drawings are not needed for the zoning process. However, a site plan to scale is needed showing the footprint of the structure and distances from all lots lines to determine the zoning relief that would be requested through the hearing process. He noted full architectural plans and engineering will be reviewed through the permit process by the Village consultants.

The Commission members discussed that once a petition for zoning is submitted, a public hearing can be scheduled after the plan review consultants reviewed the preliminary plans. At the conclusion of the public hearing, the Commission will make a recommendation to the Village Board.

2. Commission Discussion Regarding Revisions to the Village of Indian Head Park Zoning Ordinance.

Commissioner Tantillo asked if requirements for solar panels is incorporated in the zoning code. Chairman Schermerhorn stated the zoning code does not allow for setting requirements for architectural standards and it may be set forth in another code such as the Energy Conservation code or another section of the code.

The Commission discussed that there are more requests for outdoor fireplaces that are detached structures in the rear yard, there currently are no zoning provisions in place in the code that addresses those types of structures and it would have to fit within the buildable area if it is over one-foot (1'). If the structure is outside of the buildable area, a variance would need to be obtained. Commissioner Andrews stated one detached structure in the R-1 Residence District in the buildable area is an allowed use.

The Commission members discussed possible revisions to the Village's zoning ordinance, **Title 17, Zoning**. These suggested changes were previously discussed at the last meeting. Various sections of **Title 17, Zoning** were reviewed by the Commission and input was received from Commissioner members to determine if further modifications to the zoning need to be made.

The following modifications to Title 17, Zoning were suggested: (1) replace references to "zoning board of appeals Commission", and "planning commission" to "Planning and Zoning Commission". **17.08.080 Buildable Area.** Replace with: *"Buildable Area" means that portion of a lot remaining after applying the appropriate front, rear and side yard setback provisions of this ordinance.* **17.08.130. Building Height.** Replace with: "Building height" means the vertical distance measured from the natural grade level at the middle of the front of the building to the highest point of the Chimneys, spires, towers, and other similar incidental non-liveable projections shall not be included in calculating the heights of the structure. **17.08.200 Cellar.** "Cellar": means the portion of a building located partly or wholly underground and having half or more than half of its clear floor-to-ceiling height below the average grade of the adjoining ground. (Ord. 64-1 § (B) (part). Replace with: **17.08.310 Fence. Add:** *Provisions for handicapped and §17.12.120 Fencing.* **17.12.120 Fences. Add:** That the fence shall be constructed only of weather-resistant wood, including cedar redwood or treated lumber or similar low maintenance synthetic material. height may not be altered. (Ord.96-13 § 1: Ord. 78-13 § 2 (part): Ord. 64-1 IV (L) 5. That the fence shall be screened from adjoining property with evergreen plants and shall be placed with the finished side facing out.

17.24.030 (change to) Planning and Zoning Commission. The Commission (herein "Commission") shall have the following duties under this title: **Remove:** references to Zoning Board of Appeals.

17.24.040 Planning and Zoning Commission Creation and Procedures. **Remove:** references to Zoning Board of Appeals. **17.24.080 Special Uses.** **Remove:** references to Zoning Board of Appeals in the following sections: **F. Conditions, Planned Developments, Use Exceptions, Bulk Regulations, Decisions. 17.36.040 . 17.36.060 Building Height - Single Family Dwelling Uses.** *Insert: Building Height - Single Family Dwelling Uses.* Building height shall not to exceed thirty-three feet as measured in accordance with §17.08.130 Building Height. ~~whichever is lower (Ord. 64-1 § IX (B) (6).~~ **17.36.070 Building Width.** No building shall be greater than seventy-five percent (75%) of the lot width at the building setback lines, but not less than a total of twenty-five feet of combined side setback space allowance. **17.36.080 Ground Floor Area Per Dwelling.** dwelling, exclusive of one-story open porches and garages, shall not be less than two thousand square feet (2000 s.f.) for a one-story residence. **17.36.100 Side Yards-Single family dwelling uses.** *Add: If a lot subdivided and duly recorded on the effective date of the ordinance codified in this title, does not have sufficient width to provide such side yard of twenty-five feet total width and still maintain a buildable width, then the side yards may be lessened to a minimum of 30% of the lot width with no side yard less than eight feet (8') in width.* **17.36.110 Rear Yard - Single Family Dwellings** *Insert: There shall be provided a rear yard of not less than forty percent (40%) of the average of the lot depth or 100', whichever is less.* **11). 17.36.130 Rear Yards.** Overhanging roof eaves and gutters may extend no more than two feet into the yard; awnings no more than four feet into yard; chimneys no more than two feet into the yard; steps necessary for access to the building no more than four feet above grade with landing platforms no more than four feet from the building and eight feet wide; one story bay windows no more than two feet into the yard and a maximum width of ten feet; gas or electric grills for cooking only.

The Commission discussed adding requirements for outside kitchens, firepits, fireplaces, and pergolas and other structures. The Commission members also discussed seatwalls to be installed around patios area. The code currently allows only up to one-foot and some seatwalls proposed for patios are 18" to 24". The Commission discussed considering patio seatwalls and retaining walls and the possible affect it might have on drainage. At grade patios are a permitted construction in the rear yard setback but adding a structure over one-foot (1') would be an encroachment.

The Commission discussed every situation is different but maybe if someone wants more than 24" for a seatwall or seating bench around an at-grade patio they would need to come before the Commission and a Planned Unit Development would be on a case by case basis. Commissioner Andrews asked if the seatwall for patios is allowed outside the buildable area at 24" there may be grading issues unless the bench area is closer to the house so it does not cause drainage issues for a neighbor. Commissioner Yelnick stated the seatwall would be part of the patio structure. Chairman Schermerhorn stated a requirement could be added to allow it but not to restrict the natural flow of water. Commissioner Costelloe stated a building permit would also be needed.

Chairman Schermerhorn entertained a motion to provide a recommendation to the Village Board regarding the suggested changes to Title 17, Zoning. Commission Costelloe moved, seconded by Commissioner Kyzivat, to provide a recommendation to the Village Board with suggested changes to the Title 17, Zoning. Carried by unanimous roll call vote (6/0/0)

Aye: Andrews, Costelloe, Kyzivat, O'Malley, Yantillo, Yelnick
Nay: None
Absent: None

2. Commission Discussion Regarding Revisions to the Village of Indian Head Park Planning Documents.

Chairman Schermerhorn suggested the Comprehensive Plan be reviewed at a future meeting.

PUBLIC COMMENTS FROM THE AUDIENCE

There were no public comments from the audience.

APPROVAL OF PLANNING AND ZONING COMMISSION MEETING MINUTES

After review of the minutes from the meeting held April 8, 2014 Commissioner Yelnick moved, seconded by Commissioner Kyzivat, to approve the April 8, 2014 meeting minutes, as amended. Carried by unanimous voice vote (6/0/0).

PZC Minutes
May 6, 2014

ADJOURNMENT

There being no further business to discuss before the Commission, Commissioner Costelloe moved, seconded by Commissioner Yelnick, to adjourn the meeting at 9:45 p.m. Carried by unanimous voice vote (6/0/0).

Minutes prepared and submitted by,
Kathy Leach, Recording Secretary
Planning and Zoning Commission